



CAPITOL SERVICES OF VIRGINIA, INC.

FAX: (703)998-6199

TEL: (703)998-5860

"WHAT TO RECYCLE?"

1. MIXED PAPER: NEWSPAPER, MAGAZINES, OFFICE PAPER, CATALOGS, CEREAL BOXES, TELEPHONE BOOKS, ENVELOPES (WITH AND WITHOUT WINDOWS), AND "JUNK MAIL"

- Place Mixed Paper (see above) in paper bags or tie them with twine.
- Remove the plastic wrapping from the glossy inserts and the plastic sleeves from the newspaper
- Place mixed paper adjacent to recycling bins.
- Do not put mixed paper in plastic bags.
- Do not place *loose* newspapers near the curb or in the recycling bins. Loose newspapers may blow away and litter the community. The recycling bins are not intended for newspapers.
- Remove wax paper liners from cereal boxes and break down flat.
- Do not recycle wax paper items (paper cups, milk cartons, or frozen food cartons), paper/books with plastic or metal binding, pizza boxes, tissues, napkins, and other items contaminated with food.

2. CORRUGATED CARDBOARD

- Break down and flatten cardboard boxes and stack them adjacent to recycling bins. Keep corrugated cardboard separate from mixed paper above.
- Do not recycle waxed cardboard.

3. COMMINGLES: GLASS, METALS AND PLASTIC CONTAINERS

- Empty and rinse all food and liquids from aluminum beverage and other metal cans (removing the label is unnecessary).
- Do not recycle aluminum foil, pie pans, food residue, hangers, or any other type of metal.
- Recycle clean clear, brown, and green glass.
- Recycle Soda bottles and cans
- Remove and discard lids and caps and any other tops from the glass containers.
- Do not recycle dishes, light bulbs, mirrors, window glass, ceramics, pottery, cookware, broken glass, or anything else made of glass.
- Recycle plastic containers with narrow necks
- Rinse out the plastic containers (examples: milk jugs, soda bottles, laundry detergent jugs).
- Remove and discard lids and caps from plastic containers.
- Do not recycle any other plastic containers other than bottles and jugs. For example, do not include margarine tubs, yogurt cups or plastic trays, deli containers, or packing materials such as Styrofoam.

4. RECYCLING BINS

- Do not place paper or plastic bags in the recycling bins. Food contamination can cause an ENTIRE batch of commingled recyclables to be rejected.